



Plattsburgh, New York

Randal J. Stone
Fire Chief

Plattsburgh Fire Department
65 Cornelia Street
Plattsburgh, NY 12901
Tel: 518-561-5965
Fax: 518-561-8236
stoner@cityofplattsburgh-ny.gov

MEMO

TO: Mayor James Calnon
Members of the Common Council

FROM: Assistant Fire Chief, Randal Stone

DATE: August 14, 2014

RE: Fire and Ambulance Responses

For this two week period: Thursday, July 31, 2014 to Tuesday, August 13, 2014
our Department has responded to the following:

Fire Calls

29

- 1 hazmat release investigation
- 8 system activations
- 6 EMS assist
- 4 MVA
- 1 hazardous condition
- 1 cooking fire
- 1 swift water rescue
- 4 dispatched cancelled en route
- 1 public service assistance
- 1 good intent call
- 1 excessive heat/scorch burn

Ambulance Calls

111

Mutual Aid by CVPH

18

BUILDING INSPECTOR'S COMPLAINT REPORT: AUGUST 12, 2014

DATE	STREET #	STREET NAME	COMPLAINT	INSP	INSPECTION REPORT	CORRECTION	CORRECTION DATE
02/25/14	22	CORNELIA APT. # 2	DOOR NOT CLOSING	KP	VERBAL NOTICE FOR DOOR REPAIR, RECEIPTS AND KEY PROVIDED FOR	CORRECTED	07/30/14
04/30/14	269	MARGARET ST	3 UNLICENSED VEHICLES, MISCELLANEOUS SUPPLIES STREWN ALL OVER	KP	VERBAL NOTICE OF VIOLATION	CORRECTED	08/05/14
05/27/14	29 (31)	HAMILTON ST	HAND RAIL	KP	UNSUBSTANTIATED	NO VIOLATION TO CORRECT	05/27/14
06/03/14	88	COURT ST	MOLD	KP	VIOLATION NOTICE ISSUED	CORRECTED	08/06/14
06/06/14	125	MILLER ST	GARBAGE AND OLD CARS	KP	VIOLATION NOTICE ISSUED	CORRECTIVE ACTION IN PROCESS	07/31/14
06/19/14	206-208	MARGARET ST	TALL GRASS	KP	VACANT, GRASS CUT	CORRECTED	06/23/14
06/20/14	100	CORNELIA ST	WEEDS	KP	UNSUBSTANTIATED	NO VIOLATION TO CORRECT	06/23/14
06/30/14	34	BRINKERHOFF ST	DOG WASTE FROM SURROUNDING APARTMENT BUILDINGS	JM	FORWARDED TO PPD, LT. BEEBIE	CORRECTED	07/01/14
06/30/14	42	LORRAINE ST	ROOF AND OTHER LEAKS, MOLD, CONCERNED WILL NOT GET DEPOSIT REFUNDED	KP	UNSUBSTANTIATED, OWNER STATED SHE WOULD REFUND DEPOSIT	CORRECTED	07/01/14
06/30/14	310	MARGARET ST	GARBAGE	KP	UNSUBSTANTIATED	NO VIOLATION TO CORRECT	07/02/14

DATE	STREET #	STREET NAME	COMPLAINT	INSP.	INSPECTION REPORT	CORRECTION	CORRECTION DATE
08/06/14	67	BRINKERHOFF ST	GARBAGE/FURNITURE	KP		CORRECTIVE ACTION IN PROCESS	
08/06/14	15	COUCH ST	TALL GRASS AND WEEDS	KP		CORRECTIVE ACTION IN PROCESS	
08/06/14	2	COUCH ST	TIRES ON LAWN UP AGAINST HOUSE	KP		CORRECTIVE ACTION IN PROCESS	
08/06/14	4	COUCH ST	GARAGE COLLAPSED	KP	BUILDING PERMIT ON FILE AND APPROVED	CORRECTED	8/7/14
08/06/14	7	COUCH ST	TALL GRASS	KP		CORRECTIVE ACTION IN PROCESS	
08/06/14	7	CUMBERLAND AVE	GARBAGE	KP		CORRECTIVE ACTION IN PROCESS	
08/07/14		BRIDGE ST	CONSTRUCTION BUSINESS	KB		CORRECTIVE ACTION IN PROCESS	
08/07/14	5	KIM CT	TALL GRASS	KP	VIOLATION NOTICE ISSUED	CORRECTIVE ACTION IN PROCESS	08/11/14
08/07/14	11	SARA CT	MISCELLANEOUS JUNK ON PROPERTY	KP	VIOLATION NOTICE ISSUED	CORRECTED	08/11/14
08/07/14		US OVAL	BACK DRIVEWAY BLOCKED DURING PRIVATE ROOF INSPECTION (LCR)	KP		CORRECTIVE ACTION IN PROCESS	
08/08/14	7	NORTH ST	COUCH IN FRONT OF PROPERTY	KB		CORRECTIVE ACTION IN PROCESS	

DATE	STREET #	STREET NAME	COMPLAINT	INSP	INSPECTION REPORT	CORRECTION	CORRECTION DATE
08/11/14	5 (1)	DOCK ST	REQUEST ELECTRICAL INSPECTION	CB		CORRECTIVE ACTION IN PROCESS	



Plattsburgh Police Department
45 Pine Street
Plattsburgh, New York
518-563-3411
518-566-9000 (FAX)

DESMOND J. RACICOT
Chief of Police

July 17, 2014

Mayor James E. Calnon
And Members of the Common Council
41 City Hall Place
Plattsburgh, NY 12901

Dear Mayor and Council Members;

Attached please find the monthly report of the Parking Violations Bureau for May and June 2014.

Respectfully Submitted,

Chief Desmond J. Racicot
Plattsburgh Police Department

HLS

PARKING VIOLATIONS BUREAU

Monthly Report for May 2014

	<u>May 2014</u>	<u>May 2013</u>
TICKETS ISSUED:	13	106
TICKETS COLLECTED:	34	86
REVENUE FOR MONTH:	\$1,488.00	\$3,828.50

YEAR TO DATE TOTALS:

	<u>May 2014</u>	<u>May 2013</u>
TICKETS ISSUED:	511	701
TICKETS COLLECTED:	574	594
REVENUE:	\$20,229.25	\$21,671.50
COMPARISON:	Parking tickets issued for May. 2014: DOWN 93 Parking tickets collected for May. 2014:DOWN524 Revenue for May. 2014: DOWN \$2,340.50 Amount Dismissed: \$39.00	

PARKING VIOLATIONS BUREAU

Monthly Report for Jun 2014

	<u>Jun 2014</u>	<u>Jun 2013</u>
TICKETS ISSUED:	215	63
TICKETS COLLECTED:	84	78
REVENUE FOR MONTH:	\$2,871.75	\$2,003.25

YEAR TO DATE TOTALS:

	<u>Jun 2014</u>	<u>Jun 2013</u>
TICKETS ISSUED:	726	764
TICKETS COLLECTED:	658	672
REVENUE:	\$23,100.50	\$23,674.75

COMPARISON: Parking tickets issued for Jun. 2014: UP152
 Parking tickets collected for Jun. 2014:UP 6
 Revenue for Jun. 2014: UP \$868.00
 Amount Dismissed: \$3,118.50

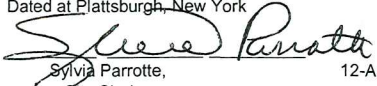
CITY OF PLATTSBURGH, NEW YORK
OFFICE OF THE CITY CLERK

Following is a complete statement of all monies received during the month of:

"Jul14

REVENUE SOURCE	CITY REVENUE	DUE OTHERS	TOTAL
Bingo Licenses (City) 25-2540	0.00		0.00
Bingo Licenses (State) 1-0632	0.00		0.00
Bingo License Fees 3% 25-2540	258.37		258.37
Building Permits 25-2555	8550.00		8550.00
Circus License 25-2502	0.00		0.00
City Code 12-1255	0.00		0.00
Code Civil Compromise 26-2614	0.00		0.00
Contractor Fees 25-2557	325.00		325.00
Dog Licenses 25-2542	342.50		342.50
State Neuter/Spay surcharge		51.00	51.00
Extract of Records 12-1255	73.00		73.00
Game of Chance Lic. (City) 25-2541	0.00		0.00
Game of Chance Lic. (State) 1-0632	0.00		0.00
Gas Permits 15-1540	25.00		25.00
Going Out of Business Lic 25-2509	0.00		0.00
Hauler's Licenses 25-2505	0.00		0.00
Housing Code 21-2110	0.00		0.00
Impound Fees 15-1550	100.00		100.00
Interest Temp 1124-2401	35.67		35.67
Jeweler's Licenses 25-2503	0.00		0.00
Marriage Licenses 25-2545	980.00	1260.00	2240.00
Notary Fees 12-1255	6.00		6.00
Peddler/Vendor Licenses 25-2503	280.00		280.00
Returned Check Charges 12-1255	0.00		0.00
Sign Permits 25-2590	25.00		25.00
Specifications T-30		150.00	150.00
Special Use Permits 21-2110	0.00		0.00
Subdivision Fee 21-2110	0.00		0.00
Subdivision Ordinance 12-1255	0.00		0.00
Taxi Operator's Licenses 25-2507	270.00		270.00
Taxi Vehicle Licenses 25-2504	400.00		400.00
Tree/Stump Removal License 25-2508	180.00		180.00
Vital Statistics 16-1603	5061.00		5061.00
Zoning Ordinances 21-2110	25.00		25.00
Zoning Variances 21-2110	250.00		250.00
			0.00
OTHER REVENUE			
Riverwalk 1127-2753	530.00		530.00
Auditorium 1127-2752	0.00		0.00
Centennial Plaques 1127-2705	0.00		0.00
Lake Champlain Memorial 1127-	600.00		600.00
RECOVERED FUNDS			
Telephone 1-1410000-4414	0.00		0.00
Postage 1-1410000-4470	5.60		5.60
Print & Copy 1-1410000-4431	0.00		0.00
DISBURSEMENTS:		\$18,322.14	\$1,461.00
			\$19,783.14
N.Y.S. Dept of Health \$1,260.00	Check No 1322		
N.Y.S. Dept of Ag & Mkts \$51.00	Check No 1323		
Total Paid Others:			\$1,311.00
ADJUSTMENT: None			\$0.00
Chamberlain (Spec. Deposits) \$150.00	Check No 1324		
Chamberlain (Net Revenues) \$18,322.14	Check No 1325		
Amount Due City Chamberlain:			\$18,472.14
			\$19,783.14

Dated at Plattsburgh, New York


Sylvia Parrotte,
City Clerk 12-Aug-14

Carlin, Beth

From: Peters, Steve
Sent: Friday, August 01, 2014 12:40 PM
To: Calnon, James; Carlin, Beth
Subject: Agenda Item

Mayor—

Request from the Superintendent of Recreation and First Weekends to close Bridge Street from Margaret Street to So. Peru St to hold the USA Luge Slider Search on Saturday September 6, 2014 from 3pm-9pm.

Steve Peters

Superintendent of Recreation | City of Plattsburgh, Plattsburgh, NY 12901 | p: 518.324.7709

Statement of Confidentiality

The contents of this e-mail message and any attachments are confidential and are intended solely for addressee(s). This transmission is sent in trust, for the sole purpose of delivery to the intended recipient(s). If you have received this transmission in error, any use, reproduction or dissemination of this transmission is strictly prohibited. If you are not the intended recipient, please immediately **notify** the sender by reply e-mail or phone and **delete** this message and its attachments, if any.



Plattsburgh, New York

Richard A. Marks
City Chamberlain

Department of Finance
6 Miller Street
Plattsburgh, NY 12901
518-563-7704 TEL
518-563-1714 FAX

TO: Mayor Calnon

FROM: Richard Marks

DATE: August 1, 2014

RE: City Clerk-Budget Amendment

It is being requested from the City Clerk to adjust amounts for the 2014 Budget as follows:

Increase Appropriated Fund Balance: River Walk Surplus 1-0599 \$3,000.00

Increase Appropriations: Parks & Beautification-River Walk 1-8510-000-4353 \$3,000.00

This request provides for the increase in the 2014 Appropriated General Fund balance needed to cover unbudgeted appropriations for River Walk expenditures in the Parks & Beautification department. The 2014 budget will increase by \$3,000.00 in appropriations due to this amendment. The net surplus of contributed funds accumulated and residing in the General Fund unassigned fund balance is currently \$25,480.46.

Thank you for your attention to this request.

CC: Sylvia Parrotte
Carole Garcia



Plattsburgh, New York

Kevin R. Farrington, P.E.
City Engineer

Engineering & Planning Dept.
41 City Hall Place
Plattsburgh, New York 12901
518-563-7730
Fax: 518-563-3645

August 4, 2014

Mayor James Calnon
And
Members of the Common Council
41 City Hall Place
Plattsburgh, NY 12901

**REF: Request for Permission to Advertise for bids for
"Dock Street Marina Building Mold Remediation;"
Contract #2012-27**

Dear Mayor Calnon & Councilors:

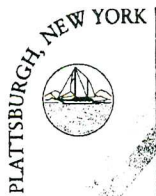
It is requested that permission be granted to advertise for bids for Contract #2012-27, Dock Street Marina Building Mold Remediation.

Very truly yours,

Kevin R. Farrington, P. E.
City Engineer

/dn

CC: City Clerk
City Chamberlain



MUNICIPAL LIGHTING DEPARTMENT
(A Municipally Owned and Operated Power System)
Plattsburgh, New York

6 Miller Street
Plattsburgh, New York 12901
Ph # 518-563-2200
Fax: 518-563-6690

TO: Mayor James Calnon

FROM: William J. Treacy, P.E., Manager 

RE: Unpaid Final Bill Account Write-off

DATE: August 4, 2014

The Management of the Plattsburgh Municipal Lighting Department respectfully requests permission to proceed with the write-off of unpaid final bills. The period covered by this write-off will be from ***March 1, 2013 to March 31, 2013.*** The amount of the write-off will be **\$4,900.09.** The percentage of write-offs for this period is .24%.

Sales for this time period were \$2,018,014.76.

Payments on letters sent out on final accounts for this period were \$4,248.44.

This write-off of unpaid bills represents 24 customers ranging as follows (all customers have no forwarding addresses and/or letters returned):

0 to \$50.00 – 4 customers
\$50.01 to \$100.00 – 5 customers
\$100.01 to \$150.00 – 1 customers
\$150.01 to \$200.00 – 5 customers
\$200.01 to \$250.00 – 2 customers
\$250.01 to \$300.00 – 1 customers
\$300.00 to \$400.00 – 2 customers
\$400.01 to \$450.00 – 2 customers
\$622.56 – 2 customers

I thank you for your attention to this matter.

Cc: Richard Marks, City Chamberlain
Eileen Sickles, Account Systems Supervisor
Final Bill Account Write-off



Plattsburgh, New York

Jonathan P. Ruff, P.E.
Environmental Manager

41 City Hall Place
Plattsburgh, NY 12901
Phone: 518-536-7519
Fax: 518-563-6083
ruffj@cityofplattsburgh-ny.gov

August 8, 2014

To: Mayor Calnon and Members
Of the Common Council

Fr: Jonathan Ruff

Re: Cumberland Avenue Pump Station
Electrical Improvements
Contract 2014-25

Bids were received for the above referenced project. Attached is the bid summary and award recommendation from AES. It is respectfully requested that the contract be awarded to the low bidder, M. Scher & Son, Inc., in the amount of \$94,830 and that the execution of all necessary paperwork be authorized. The project will be funded from Capital Project H8130.55.

Please contact me if you have any questions.

c: Dave Powell
Vash Eagleson
Kris Gushlaw
Files

August 7, 2014

Mr. Jonathan Ruff, PE
City of Plattsburgh Environmental Engineer
41 City Hall Place
Plattsburgh, NY 12901

RE: City of Plattsburgh
Cumberland Ave. Pump Station Electrical Improvements
City Contract No. 2014-25
AES Project No. 4233

Dear Jonathan:

As a result of the bid opening held on August 5, 2014, regarding the above referenced project and our review of the Bid documents, we recommend the City of Plattsburgh award the Base Bid Contract to the lowest responsible bidder, M. Scher & Son, Inc., for the total amount of \$94,830.00.

We recommend the City of Plattsburgh direct us to provide the Contractor with a Notice of Award, whereby the contractor will obtain Insurance Certificates, and execute the Agreement between Owner and Contractor. Once the City directs us to do this, we will schedule a Pre-Construction Conference at the convenience of the City.

Respectfully,



Nathan C. Bull, P.E.
Associate Member

C: Dave Powell, WPCP Chief Plant Operator

CITY OF PLATTSBURGH

BID TITLE: Cumberland Ave Pump Station, Electrical
Improvements

BID OPENING DATE:

8/5/14

224

NAME & ADDRESS OF BIDDERS

AMOUNT OF BID

NCBC

SECURITY

M. Scher & Son 136 North Lake Ave. Albany, NY 12208 94,830.00

Northline LLC 15 School Lane Amherst, NY 12912 96,148.00

Harold R. Chance 30 Prospect St. Basking Ridge, NJ 07005 147,500.00

William J. Murray Inc 118 Hammond Lane, Plattsburgh, NY 12901 99,000.00

Troutman Link Electrical 102 West 1st Plattsburgh, NY 12901 99,500.00

Daw Electric 2874 State Route 11 Marlboro, NY 12957 98,260



Office of the New York State Comptroller
New York State and Local Retirement System
Employees' Retirement System
Police and Fire Retirement System
110 State Street, Albany, New York 12244-0001

Standard Work Day and Reporting Resolution RS 2417-A

(12/10)

BE IT RESOLVED, that the City of Plattsburgh / Location code 20043 hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the time keeping system records or the record of activities maintained and submitted by these officials to the clerk of this body:

Title	Name	Social Security Number (Last 4 digits)	Registration Number	Standard Work Day (Hrs/day)	Term Begins/Ends	Participates in Employer's Time Keeping System (Y/N)	Days/Month (based on Record of Activities)	Tier 1 (Check only if member is in Tier 1)	Not Submitted (Check box if no record of activities completed or timekeeping system)
Elected Officials									
Councilor	Rebecca B. Kasper	8700	42739946	7	1/1/2014 - 12/31/2016	N	8.92	<input type="checkbox"/>	<input type="checkbox"/>
								<input type="checkbox"/>	<input type="checkbox"/>
								<input type="checkbox"/>	<input type="checkbox"/>
								<input type="checkbox"/>	<input type="checkbox"/>
Appointed Officials									
Corporation Counsel	Dean C. Schneller	9475	60647062	7	04/25/2014 - 1/31/2017	N	10.57	<input type="checkbox"/>	<input type="checkbox"/>
								<input type="checkbox"/>	<input type="checkbox"/>
								<input type="checkbox"/>	<input type="checkbox"/>

If additional rows are needed, please use form RS2417-B and attach.

On this 14th day of August, 20 14 Date enacted: 01/01/2014

(Signature of clerk)

I, Dale W. Dowdle, clerk of the governing board of the City of Plattsburgh, of the State of New York, do hereby certify that I have

(Name of Employer)

compared the foregoing with the original resolution passed by such board, at a legally convened meeting held on the 14th day of August, 20 14 on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

I further certify that the full board, consists of 06 members, and that 06 of such members were present at such meeting and that 06 of such members voted in favor of the above resolution.

IN WITNESS WHEREOF, I have hereunto Set my hand and the seal of the City of Plattsburgh

(Name of Employer)

This document consists of 001 page(s) (see additional RS2417-B forms attached).

(seal)

Instructions for completing the Standard Work Day and Reporting Resolution

Title	Name	Social Security Number (Last 4 digits)	Registration Number	Standard Work Day (Hrs/day)	Term Begins/Ends	Participates in Employer's Time Keeping System (Y/N)	Days/Month (based on Record of Activities)	Tier 1 (Check only if member is in Tier 1)	Not Submitted (Check box if no record of activities completed or timekeeping system)
Elected Officials									
Supervisor	John Smith	0000	01010101	8	01/01/2010-12/31/2013	N	26.50		
Receiver of Taxes	Michael Jones	2222	03030303	8	01/01/2010-12/31/2010	Y	N/A		
Town Justice	Michael Hall	3333	04040404	6.25	01/01/2010-12/31/2011	N			X
Board Member	Tim LeMont	5555	06060606	6	01/01/2010-12/31/2013	N	6.98		
Appointed Officials									
Planning Board Member	Edward Whitt	8888	09090909	7	01/01/2010-12/31/2011	N	N/A	X	
Treasurer	James R. Foxx	9999	12121212	7.50	01/01/2010-12/31/2011	N	5		
Assessor	William H. Molitar	1010	13131313	7	01/01/2010-12/31/2011	N	17.50		

- A. **Title:** All elected and appointed officials (who are active members of the Retirement System) should be listed. However, only those appointed officials who have policy making authority need to be included. For example, you do not need to list appointed titles such as Laborer or Lunch Monitor on the Resolution.
- B. **Name:** The official's complete first and last name must be included for identification purposes.
- C. **Social Security Number (Last 4 digits):** The last four digits of the official's Social Security Number must be included for identification purposes.*
- D. **Registration Number:** The official's Registration Number must be included on the Resolution for identification purposes.*
- E. **Standard Work Day (Hrs/day):** The minimum number of hours that can be established for a standard workday is six, while the maximum is **eight**. A standard workday is the denominator to be used for the days worked calculation; it is not necessarily always the number of hours a person works. For example, if a board member is only required to attend one three-hour board meeting a month, you must still establish a standard workday between six and eight hours as the denominator for their days worked calculation.
- F. **Term Begins/Ends:** All officials listed on the Resolution must have a specified Term End date. Leaving the Term Begins/Ends column blank or listing 'Tenure/At Pleasure' is not acceptable. If the official does not have a designated term, the end date for the official who appointed them to the position should be used.
- G. **Participates in the Employer's Time Keeping System (Y/N):** If the official **participates** in the time keeping system, Y (Yes) should be listed in this column. These officials are not required to keep a record of activities and the 'Days/Month (Based on Record of Activities)' column should either be left blank or have an indication of N/A (Not Applicable). If the official **does not participate** in the time keeping system, N (No) should be listed in this column. These officials are required to keep a record of activities and the 'Days/Month (Based on Record of Activities)' column must list the number of days worked as calculated using the three-month record of activities.
- H. **Days/Month (Based on Record of Activities):** The actual average number of days worked per month using the individual official's three-month record of activities calculation should be listed (not the number of days that will be reported on the monthly report based on payroll frequency).**
- I. **Tier 1:** If the official is a Tier 1 member then this box should be checked. Tier 1 members are not required to keep a record of activities.
- J. **Not Submitted:** If an official is not part of a timekeeping system and has not submitted a record of activities within the 150 day requirement, then this column should be checked regardless of whether they are being reported by another employer for the same period. If the Retirement System receives such a Resolution, it will contact the official to notify them of the consequences of not submitting a record of activities.

Once the Resolution is passed, it must be posted on your public website for at least 30 days or, if a website isn't available to the public, on the official sign-board or at the main entrance to the clerk's office.

* For security purposes, the Registration Number and last four digits of the Social Security Number can be omitted from the publicly-posted version.

** To convert the record of activities result to a weekly or bi-weekly monthly report figure, please refer to the Calculating Days Worked instructions available in the 'Reporting Elected & Appointed Officials' section of our website: http://www.osc.state.ny.us/retire/employers/elected_appointed_officials/index.php

Regulation on Reporting for Elected or Appointed Officials

315.4 Additional reporting requirements for elected or appointed officials of a participating employer.

(a) Record of Work Activities.

(i) Except as otherwise provided in this subdivision, an elected or appointed official shall record his or her work activities for a period of three consecutive months. Such requirement shall not apply to any elected or appointed official who is not a member of the Retirement System nor to any elected or appointed official whose employer maintains a daily record of actual time worked. In recording work activities, such official may include time outside the normal working hours that requires his or her attention to attend to official duties, including responding to an emergency, attending an employer sponsored event, or meeting with or responding to members of the public on matters of official business. Such record of activities shall be completed within 150 days of taking office and shall be submitted by such official to the secretary or clerk of the governing board within 180 days of taking office. Such record of activities shall be accepted by such secretary or clerk as submitted without alteration thereof. An elected or appointed official who has prepared a record of activities pursuant to this subdivision for a previous term, may certify in writing to the governing board within 180 days of taking office that his or her duties, responsibilities and hours have not substantially or materially changed. A record of work activities and any certification based upon such record shall not be valid for more than eight years from the date of the taking of office for which the record of activities was initially maintained. Each such record of activities and any subsequent certification shall be retained by the employer for a period of at least ten years and full and complete copies thereof shall be provided to the State Comptroller upon his or her request.

(ii) In the event the initial recording of work activities for a period of three consecutive months is not representative of the average number of hours worked by the elected or appointed official, he or she may record work activities during the same calendar year for an alternative period of three consecutive months which is representative of the average number of hours worked by such official. Such alternate record of work activities shall be submitted to the governing board.

(b) Standard Work Day and Reporting Resolution.

In addition to the reporting requirements set forth in subpart 315.3 of this Part, and for the sole purpose of reporting days worked to the Retirement System, the governing board of a participating employer of an elected or appointed official shall establish, by resolution, a standard work day for each elective or appointive office or position. Such resolution shall indicate: (i) the number of hours prescribed as a standard work day for each such elective or appointed office or position; (ii) the expiration of the term for each such office or position; (iii) that the employer maintains an actual daily record of time worked for the elected or appointed official or that the official holding the office has recorded and

submitted to the clerk his or her work activities for a period of three consecutive months; and (iv) for each elected and appointed official who has submitted a record of work activities pursuant to paragraph (i) of subdivision (a) of this section, the total number of days per month to be reported based upon such record of work activities. For the purpose of determining days worked, no fewer than six hours nor more than eight hours shall be established as a full-time standard work day. Such resolution shall be adopted no later than the first regular meeting held 180 days following commencement of the term of office and shall be applicable to employers whose elected and appointed officials are members of the Retirement System and are reported to the Retirement System by the employer. In the event an official submits an alternate record of activities pursuant to Paragraph (ii) of subdivision (a) of this section, the governing board may pass an additional resolution amending the maximum total number of days per month that will be reported for such official and directing the appropriate personnel to submit an adjustment report amending the number of days previously reported to the Retirement System.

(c) Resolution: Filing and Posting Requirements.

The resolution required by subdivision (b) of this section shall be posted on the employer's website for a minimum of thirty days or, in the event the employer does not maintain a website available to the public, such resolution shall be posted on the official sign-board or at the main entrance to the office of the clerk for the municipality or similar office of the employer for a minimum of thirty days. A certified copy of the resolution and an affidavit of posting shall be filed by the secretary or clerk of the governing board with the Office of the State Comptroller within 45 days of the adoption of the resolution. The failure of the governing board to adopt such resolution shall result in the suspension of service crediting and Retirement System membership benefits for the elected or appointed official until such time as the resolution is adopted, posted, and filed with the Comptroller. In the event the governing board submits an additional resolution amending the maximum total number of days per month that will be reported for an official pursuant to subdivision (b) of this section, such additional resolution shall be subject to the posting and filing requirements set forth in this subdivision.

Affidavit of Posting

Location Code: **39999**

Employer Name: **Town of Willabee**

Affidavit attesting that the Standard Work Day and Reporting Resolution was posted and available to the public for a minimum of 30 days.

State of New York)

)

County of **Albany**)

Alan Smithee

(Name)

being duly sworn, deposes and says:

1. That (s)he is the **Clerk** of **Town of Willabee**.
(Title) (Employer)
2. That the posting of the Resolution began on **November 25, 2009** and continued for at least 30 days.
3. That the Resolution was posted and available to the public on the (please check one):
 Employer's website at _____
 Official sign board at _____
x Main entrance to office of the clerk at **123 Main St., Willabee, New York**

Name _____ Title _____
(Signature of clerk of governing body)

#	Address	Name	Text	Type of Sign
41	City Hall Place	City Hall - 1917	City Hall was built in the Classical design of John Russell Pope, who also designed the Jefferson Memorial. Loyal Smith provided most of the funding with a generous bequest.	plaque
49-51	Bridge Street	Wonderland Electric Theatre - 1907	The Wonderland Electric Theatre was the first motion picture theatre in Plattsburgh. It began operation in 1907 and continued to entertain citizens until 1921.	
42	City Hall Place	Macdonough Monument - 1926	A memorial to the American naval victory in 1914, this 135-foot tall monument was designed by John Russell Pope. Near the base are the names of Macdonough's primary vessels.	pedstl
30	Cumberland Avenue	Champlain Monument - 1912	This monument, designed by Hugh McLellan, pays tribute to the French explorer Samuel de Champlain, who first encountered the lake in 1609.	pedstl
109	Margaret and Court Street	Cumberland Hotel Site	Destroyed by a 1978 fire, originally called the	pedstl
19	Oak Street	Plattsburgh Academy		plaque
19	Trinity Place	Trinity Square - 1803	When the square was laid out, this area was mostly a swamp. At the east end was a hay-weighting scale and stalls for produce, the original farmers' market.	pedstl

Notes from Real Property						



MUNICIPAL LIGHTING DEPARTMENT
(A Municipally Owned and Operated Power System)
Plattsburgh, New York

William J. Treacy, P.E.
Manager

6 Miller Street
Plattsburgh, New York 12901
518-563-2200
Fax: 518-563-6690

August 12, 2014

To: Mayor Jim Calnon

From: Bill Treacy, Manager

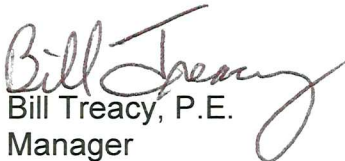
Subject: Permission to Issue Bid Proposal

The Plattsburgh Municipal Lighting Department respectfully requests permission from the Common Council to advertise for sealed bid for:

PMLD BID NO. 2014 - 8 - 1
PURCHASE PADMOUNTED LIVE FRONT SWITCHGEAR, S&C
MODEL NO. PMH-7
BID OPENING DATE: September 8, 2014 at 11 AM

We propose that this bid be received under PMLD Bid No. 2014 - 8-1, prior to 11:00 AM, local time, on the date shown above, then publicly opened and read in the Common Council Chambers.

Respectfully submitted,


Bill Treacy, P.E.
Manager

cc: Councilor Kasper, PMLD Liaison
Sylvia Parrotte, City Clerk
Kelly Clookey, Finance Director
Bid 2014-8-1 File



Plattsburgh Police Department
45 Pine Street
Plattsburgh, New York

518-563-3411
518-566-9000 (FAX)

DESMOND J. RACICOT
Chief of Police

August 12, 2014

Mayor James E. Calnon
And members of the Common Council
41 City Hall Place
Plattsburgh, NY 12901

Gentlemen:

I respectfully request your approval to extend the contractual benefits for Officer Richard Tucker for another 12 weeks due to an on the job injury on May 26, 2014. His first 12 week period will expire on 08/15/14.

Your consideration in this matter is very much appreciated. If you should have any questions or require additional information, please feel free to contact me.

Respectfully,

Chief Desmond J. Racicot
Plattsburgh Police Department

DJR/hls